**TRAINING SUMMARY REPORT**

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| ***TITLE/TOPIC*** | Monitoring and Evaluation |
| ***ORGANIZING UNIT/PROJECT*** | Africa RISING/Enhancing partnership among Africa RISING, NAFAKA and TUBORESHE CHAKULA Programs for fast tracking delivery and scaling of agricultural technologies in Tanzania |
| **Trainers** | Haroon Sseguya - IITA  Francis Muthoni – IITA  Upendo Nyambega – NAFAKA  Delta Shila – NAFAKA  Gloriana Ndibalema – IITA  Silvanus Mruma - NAFAKA |
| **DATE AND LOCATION** | 3rd – 4th May 2016, at NAFAKA project field offices, Morogoro, Tanzania |
| **RATIONALE OF THE TRAINING** | To bring all project implementing staff to a relatively similar level regarding M&E activities, roles and expectations |
| OBJECTIVES | 1. Sensitize staff on the need for conducting quality M&E aimed at realizing project goals; 2. Train staff on procedures for M&E data collection in USAID-funded projects; 3. Plan for project outcome survey |
| COURSE OUTLINE/DESCRIPTION | * Overview of project focus * M&E in USAID FtF projects * Journey of data – tools and data collection * Journey of data – data management incl. overview of database * Project indicators and update on collection of associated data * Planning for outcome survey * Documentation for USAID projects – especially data collection methods and success stories * Evaluation and Wrap up |
| **PARTICIPANTS ATTENDED** (please break down by gender, and grouping (country, research centers, community, private professional, civil society, government professional, etc.) | *24 (20 M, 4 F) participants distributed as follows*  IITA – six (2 IRS, 4 NRS - 5 M, 1 F)  AVRDC – two (2 NRS - 2 M)  CIAT – one (1 NRS - 1 F)  ICRAF – four (4 NRS – 3 M, IF)  NAFAKA – three (3 NRS - 2 M, 1 F)  Government research and development institutes – seven (7 NRS, 7M)  National farmers’ association (MVIWATA) – 0ne (1 NRS, 1M) |
| CORE COMPETENCY |  |
| CRP | Humid tropics |
| HUB | Eastern Africa |
| PREREQUISITE | Involvement in project site activities implementation |
| ***TRAINING LANGUAGE*** | English and Swahili |
| **LIST OF MATERIALS DISTRIBUTED** | PowerPoint handouts, guidelines and handbooks |
| **TRAINING METHODS APPLIED** (Methods include: lecture, field visit, panel discussion, multimedia presentation, group practice, etc.) | 1. Lectures 2. Group practice |
| **EXPECTATIONS EXPRESSED BY THE PARTICIPANTS AT THE BEGINNING OF THE COURSE** | 1. Good teaching based on program in the invitation  2. Training on data collection, analysis, quality, sharing and communication  3. Sharing experiences with colleagues  4. Sharing challenges and experiences from project sites  5. More knowledge on M&E i.e. how to do it, policies, principles, indicators  6. Identify constraints associated with M&E implementation for USAID projects |
| HOW FAR HAVE THE EXPECTATIONS BEEN MET? | According to participants they rated that the expectations as follow:  1. Good teaching (90%)  2. Training on data collection, analysis, quality, sharing and communication (70%) – needs more practice  3. Sharing experiences with colleagues (85%)  6. Identify constraints associated with M&E: hard to rate because it was one-sided whereby participants learned from the trainers but for them they were not able to get a chance to share due to time constraints. |
| **CHALLENGES/BARRIERS ENCOUNTERED** | None |
| **LESSONS/RECOMMENDATIONS** | 1. There is a need to conduct frequent and timely training sessions for staff on topics related to their tasks such as M&E for project management |

Participants

Attendance

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| **S/N** | **Name** | **Organization** | **E-mail address/phone** |
| 1 | Elvis Jonas | ICRAF | [0717458235](mailto:m.bekunda@cgiar.org) |
| 2 | Donath Fungu | ICRAF | [0756436698](mailto:sophykashenge@yahoo.com) |
| 3 | Haroon Sseguya | IITA/Africa RISING | [h.sseguya@cgiar.org](mailto:h.sseguya@cgiar.org) |
| 4 | Francis Muthoni | IITA/Africa RISING | f.muthoni@cgiar.org |
| 5 | Silvanus Mruma | NAFAKA | 0755744327 |
| 6 | Gloriana Ndibalema | IITA/Africa RISING | [gndibalema25@gmail.com](mailto:gndibalema25@gmail.com) |
| 7 | Ahazi Mkoma | ICRAF | [ahzmkoma@gmail.com](mailto:ahzmkoma@gmail.com)  0766457384 |
| 8 | Luhenda Yangole | ARI - Selian | 0767328710 |
| 9 | Japhet Masigo | IITA | [frednandjaphet@yahoo.com](mailto:frednandjaphet@yahoo.com)  0712285677 |
| 10 | Ibrahim Mkwiru | MVIWATA | 0754471305 |
| 11 | Alaik Laizer | AVRDC | alaik.laizer@worldveg.org |
| 12 | Hassan Mndiga | AVRDC | Hassan.mndiga@worldveg.org |
| 13 | Jamson Mwailana | Mbarali District Council | [jnchimbis@yahoo.co.uk](mailto:jnchimbis@yahoo.co.uk)  0754429692 |
| 14 | Said Mateso | ARI-Dakawa | mslittlewizard@gmail.com |
| 15 | Joseph Kangile | ARI-Dakawa | kangilej@gmail.com |
| 16 | Delta Shila | NAFAKA | [dshilla@nafaka-tz.org](mailto:dshilla@nafaka-tz.org)  0767394055 |
| 17 | Pius Kilasy | ARI-KATRIN | kilasyp@gmail.com |
| 18 | William Mwakyami | IITA | mwakyami@gmail.com |
| 19 | Audifas Gaspar | IITA | g.audifas@cgiar.org |
| 20 | Martha Swamila | ICRAF | m.swamila@cgiar.org |
| 21 | Andekelile Mwamahonje | ARI-Hombolo | andekelilem@gmail.com |
| 22 | Majige Kabaka | ARI-Hombolo | kmajige@yahoo.com |
| 23 | Inot Songoyan | CIAT | inotibrahim@gmail.com |
| 24 | Upendo Nyambega | NAFAKA | [unyambega@nafaka-tz.org](mailto:benokiwale@yahoo.com)  0762999692 |

Photos



**Ibrahim Mkwiru (left) and Alaik Laizer(right) keenly following the presentation (Photo credit: IITA/Gloriana Ndibalema)**



**Dr. Haroon Sseguya, Project Coordinator/Technology Scaling specialist, briefing participants on some project dimensions (Photo credit: IITA/Gloriana Ndibalema)**



**Participants following up a presentation (Photo credit: IITA/Gloriana Ndibalema)**



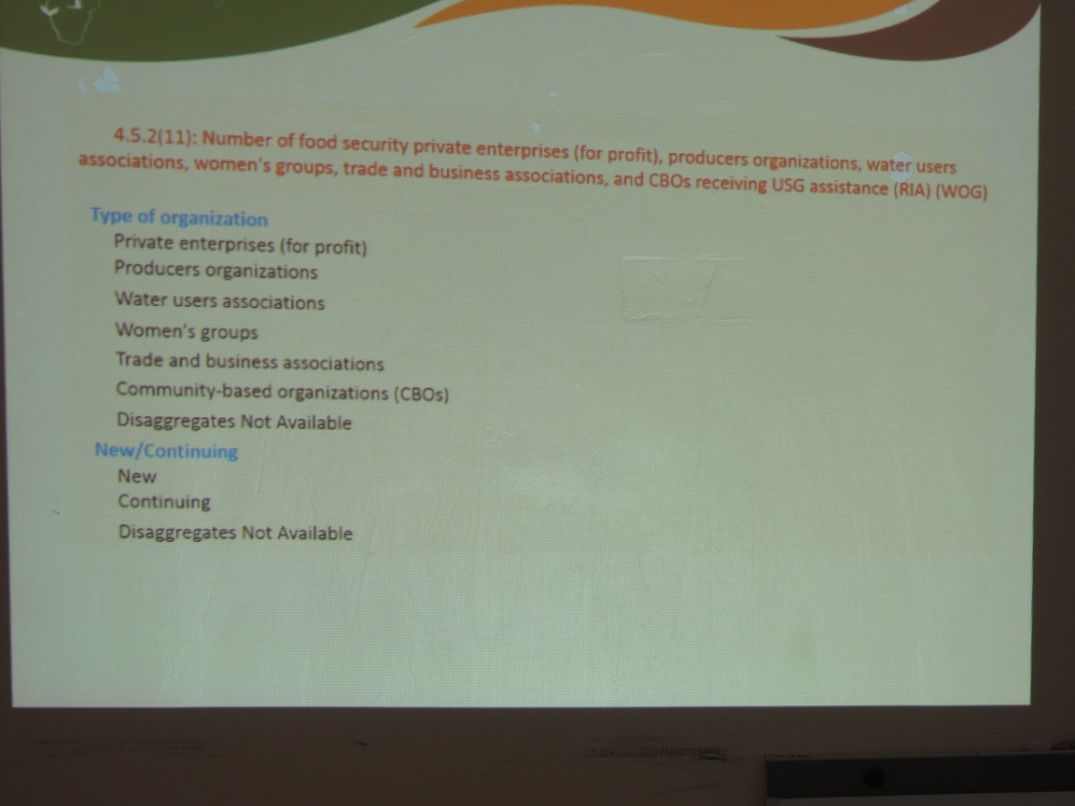
**Delta Shilla,Senior M&E officer, NAFAKA making a presentation on M&E (Photo credit: IITA/Gloriana Ndibalema)**



**Luhenda Yangole sharing his training experience during the recap session (Photo credit: IITA/Gloriana Ndibalema)**



**Participants sharing their experiences from the first day during the recap on day 2 of the training (Photo credit: IITA/Gloriana Ndibalema)**



**FtF indicator presentation (Photo credit: IITA/Gloriana Ndibalema)**



**Dr. Francis Muthoni, GIS specialist reviewing training expectations with participants (Photo credit: IITA/Gloriana Ndibalema)**



**Hassan Mndiga sharing his comments during a discussion (Photo credit: IITA/Gloriana Ndibalema)**



**Group photo: Participants who attended the project staff M&E training at Morogoro-Tanzania (Photo credit: IITA/Gloriana Ndibalema)**